



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON
307 CHAMBERLAIN AVENUE
FORT GORDON, GEORGIA 30905-5730

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OCT 15 2012

MEMORANDUM FOR ALL FORT GORDON MILITARY PERSONNEL

SUBJECT: Garrison Commander Policy Memorandum No. 74 – Priority Housing for Key and Essential Positions

1. Reference Army Regulation 420-1, Army Facilities Management, dated 28 March 2009.
2. In accordance with the above mention regulation, Key and Essential personnel have duties that require their immediate availability on Army installations because of military necessity and/or operational requirements and therefore must reside in on-post Family housing. Individuals in Key and Essential positions are not automatically authorized “designated-position” housing except as listed in paragraph 3a below. Key and Essential positions are established for the purpose of assigning Family housing on a priority basis. To ensure uniform procedures the following guidelines are provided.

a. Key and Essential personnel eligible for designated-position housing will be assigned to the home identified for that position. Other Key and Essential personnel with Family members will be placed at the top of the appropriate waiting list (Freeze Zone), integrated with other Key and Essential personnel by date of eligibility, and housed in the first available home.

b. Balfour Beatty will project and program homes for incoming Key and Essential personnel. Projected homes may be held vacant up to 60 days prior to their arrival.

3. The following positions are designated as Key and Essential:

- a. Designated position housing is limited to the following positions:

<u>Position</u>	<u>Home</u>
Commander, U. S. Army Signal Center of Excellence & Fort Gordon (SigCoE)	1 Boardman Lake
Commander, 7 th Signal Command (Theater)	5 Boardman Lake
Deputy Commander, SigCoE and Fort Gordon	6 Boardman Lake
Command Sergeant Major, SigCoE and Fort Gordon	3 Boardman Lake

b. Colonels/Brigade/Equivalent Commanders will be given priority for housing in Maglin Terrace and Command Sergeants Major will be given priority for single homes in Lakeview on Jasmine and Magnolia Circle:

Commander, US Army Garrison Fort Gordon
Commander, Dwight D. Eisenhower Army Medical Center
Chief of Staff, SigCoE and Fort Gordon
Deputy Commander, Dwight David Eisenhower Army Medical Center
Deputy Commander, 7th Signal Command (Theater)
Chief of Staff, 7th Signal Command (Theater)

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G3, 7th Signal Command (Theater)
Commander, 15th Regimental Signal Brigade
Commander, 35th Signal Brigade
Commander, 513th Military Intelligence Brigade
Commander, 706th Military Intelligence Group/National Security Agency
Commander, Navy Information Operations Command
Commander, 480th ISR Group

c. Battalion/Squadron Commanders will be given priority for single homes in Lakeview on Cypress Circle and Command Sergeants Majors on Jasmine and Magnolia Circle:

Commander, 3rd Intelligence Squadron, National Security Agency
Commander, 31st Intelligence Squadron, National Security Agency
Commander, 63rd Signal Battalion, 35th Signal Brigade
Commander, 67th Signal Battalion, 35th Signal Brigade
Commander, 369th Signal Battalion, 15th Signal Brigade
Commander, 442nd Signal Battalion
Commander, 447th Signal Battalion, 15th Signal Brigade
Commander, 551st Signal Battalion, 15th Signal Brigade
Commander, 73rd Ordnance Battalion, 15th Signal Brigade
Commander, 202nd Military Intelligence Battalion, 513th Military Intelligence
Commander, 206th Military Intelligence Battalion, 707th Military Intelligence
Commander, 297th Military Intelligence battalion, 513th Military Intelligence

4. Incumbents currently residing off the installation will not relocate on post due to designation of Key and Essential positions. Unit Commanders will notify incoming personnel of the requirement to reside on post.

5. Personnel who occupy Key and Essential housing, who are subsequently assigned to another duty station, **must** terminate/clear their assigned home prior to their Change of Command or Change of Responsibility, to allow expeditious housing of incoming personnel.

6. Request for exception to this policy will be forwarded to the Commander, US Army Garrison Fort Gordon, ATTN RCI, for final consideration of approval/disapproval.

7. The point of contact for this action is the Housing Program Director, 706-791-4302.


ROBERT A. BARKER
COL, SC
Commanding